

Capital Planning Committee

Meeting Minutes

November 6, 2014

In attendance were:

Steve Andrew
Andrew Flanagan
Charles Foskett
Mike Morse
Brian Rehrig
Diane Johnson
Ruth Lewis
Anthony Lionetta
Barbara Thornton

Also in attendance: Eve Margolis

* Denotes those not in attendance

- **Meeting Opened:** Updated materials were distributed to the CPC, including Meeting Memo, Subcommittee Reports, Debt Service Report and Capital Item Balances. The memorandum of the October 23 meeting was reviewed and approved.
- **Review of Debt Schedule & Overall Capital Budget:** Andrew Flanagan presented a table of projected debt service for FY 2015 thru 2020. This is based on the current draft Capital Plan and was used to make summary calculations for fiscal years 2016 thru 2020. The findings are that the projected five year plan is over the 5% limit in each year, and at 5.62% for the five year period (overall total coverage of \$4.4 million). The Draft Plan includes the Stratton School project (Design in FY 2016 & Construction in FY 2017), as well as the final phase of the Community Safety Building Renovation Project.

The above suggests that there is a need to “pushing out” requests or seek alternative funding for say the Stratton School. In this regard, there are three town owned properties that have been identified for possible sale.

- **Minute Man Vocation High School:** Tony Lionetta gave a report on the progress of the MM Rebuild program. The Consulting Team is in the process of developing a revised set of options for a lower student population (628 rather than the previously directed 800). The MM School Committee has voted on this number. While the MSBA has not approved this number, the assumption is that they will so the redesign is moving forward with this number. The planned schedule is to resubmit the project to MSBA the first of the year.

As is typical, the options to be submitted to MSBA include a Renovation, a Renovation w/ Addition and a New Building. MSBA will decide on the preferred option. The Administration is looking for a new school. Revised construction costs are not yet available.

The Administration is also looking to develop a “repair option” inclusive of programming changes. A subcommittee to the Building Committee has been charged with developing this. The objective of this repair option is to answer the question, what is the minimum that can be done? MM is planning a grass roots campaign to get support for the project and secure town votes to proceed with schematics in the spring.

Tony Lionetta is going to be stepping down as the Town’s representative on the MM Building Committee due to irreconcilable differences with the Administration and what he feels is a flawed approach. Those interested in replacing Tony are requested to note their interest.

- **Other Projects:** Andrew Flanagan reported that it looks like the current construction phase of the Community Safety is coming to long awaited end. Central Fire Station is going well. The project is about 50% complete. Diane Johnson noted a potential problem at the Bishop School, where recent repairs have revealed a leakage problem. Testing is planned to diagnose the problem. Diane also noted that a presentation was made to the Stratton PTO on the upcoming project. The project was well received.

Last Saturday, the CPC toured the Stratton School and the DPW Yard to get a better understanding of need. In general, there is agreement that improvements are needed. It may be appropriate to consider the proximity of the DPW Yard and the High School given their adjacencies and that both may be projects in the near future. Charlie Foskett also raised the idea of the Town having a compliance officer.

- **Review of Capital Balances:** A list of capital balances derived from the Comptroller’s report was reviewed. Many project balances were noted as available. Andrew Flanagan will work to perform a more rigorous review on available sums and consult with Doug Heim on process for sweeping or reassigning balances.
- **SubCommittee Report - Fire:** Brian Rehrig presented a report on the subcommittee’s review of Fire Department requests. (memorandum provided) Highlighted comments are as follows:
 - Ladder Request is raised from \$925k to \$1.1 million. (FY2017) The request is now for a Tower Truck rather than a Ladder Truck. The Tower Truck provides greater firefighter safety and a better platform for fighting fires and rescuing.
 - In FY 2020, the Department would like to replace all of its portable radios. The request is for \$120,000. There was discussion that by FY2020, there may be better technology available.
- **SubCommittee Report – Library & Health and Human Services:** Ruth Lewis reported on the Subcommittee’s meeting with the Library (memorandum provided). Barbara Thornton made an initial report on HH requests. (memorandum provided) A key concern is that many of the requests are building related and not necessarily on target with the mission of the department. Andrew Flanagan noted that this will be addressed soon with a revised management approach. Requests will be reviewed at the next meeting.
- **Next meeting:** November 20, 2014.

Adjournment